

THE JAMAICAN CANADIAN ASSOCIATION  
**MINUTES OF THE ANNUAL GENERAL MEETING**  
HELD ON JUNE 26, 2005 AT THE JCA CENTRE

1. CALL TO ORDER:

Mr. Herman Stewart, Vice President, assumed the chair and called the meeting to order at the hour of 2:21 p.m.

2. PRAYER

A Prayer was said by Ms. Marjorie Cameron.

3. OBSERVANCE OF A MOMENT'S SILENCE

The Vice President requested the audience to stand for the observance of a moment's silence in memory of members, family of members and/or friends of the association who had passed away during the past year, which was accordingly observed.

4. APPROVAL OF THE AGENDA

*It was moved by Mr. Glen Morrison and seconded by Mr. Aubrey Harriott  
THAT the Agenda for the meeting be approved as circulated*

*Carried unanimously.*

5. CONFIRMATION OF THE MINUTES OR PREVIOUS MEETING

*It was moved by Ms. Carmen Jens and seconded by Mr. Anton Squire:*

*THAT the Minutes of the Annual General Meeting held on June 27, 2004 be confirmed:*  
*Carried unanimously.*

6. INTRODUCTION OF NEW MEMBERS AND VISITORS

The chairman requested any new members, friends or first time visitors present to stand and introduce themselves to the audience. Four (4) new members and seven (7) visitors were given a round of applause and a warm and welcome from the chairman.

The chairman also extended a special welcome to Ms. Barbara Findlay, an officer of the Toronto Community Services Department, who attended the meeting.

7. COMMUNICATIONS

- a. From Mr. Harvey Brown, President, The Jamaica (Ottawa) Community Association (June 16, 2005) re: Invitation to participate in its 25<sup>th</sup> Annual JAMDAY Celebrations to be held on August 6, 2005 at the Ron Kolbus Centre in Ottawa.

*This item was received and noted in view of the fact that the association will be celebrating the 43<sup>rd</sup> Anniversary of Jamaica's Independence on that week-end.*

- b. From the Vice President, JCA (May 3, 2005), copy of letter written to the Honourable Michael Bryant, Attorney General (Ontario) re: Response to Justice Lesarge's Report.

*This item was received as information.*

- c. From the Hon. Michael Bryant, Attorney General (June 17, 2005) an acknowledgement of the letter from the JCA'S vice President regarding Justice Lesage's report on the police complaints system in which he stated "This government is committed to a complaints system that has the confidence of the public and the respect of the police. We realize that a strong police complaints system that is fair and equitable to both the public and the police is important to the people of Ontario, and we are in the process of reviewing there recommendations (of Justice LeSarge's report).

*This item was received and the contents noted.*

- d. From Francois Larsen, Director, Policy & Education Branch, Ontario Human Rights Commission (Office of the Chief Commissioner) (June 19, 2005) Re: Launch of the Commission's New Policy and Guidelines on Racism and Racial Discrimination.

*This item was received as information.*

8. PRESENTATION BY MS. KAMALA JEAN GOPIE

Ms. Gopie's presentation was in the form of a summation of her concerns regarding recent developments in the association in which she urged that positive remedial action be taken to allow the association to continue to maintain its integrity in the community.

*It was moved by Ms. Lillie Johnson, seconded by Mr. Fred Irving:*

*THAT the foregoing matter be placed on record, and that the Board of Directors be requested to take any appropriate action in the matter.*

*Carried unanimously.*

9. EXECUTIVE DIRECTOR'S REPORT

There is no doubt that the Jamaican Canadian Association is on the move. This year we witnessed many changes at the association including the launching of new programs, the expansion of staffing and an increased awareness of the programs and services being delivered at the JCA.

As we approach our 43<sup>rd</sup> year, we look toward many more changes; changes that will bring the organization to "another level". These changes are crucial for the survival and expansion of the association. We are, no doubt, being transformed; this process should be celebrated because without changes we cannot grow.

The Caribbean Youth and Family Services department of the association is an outstanding service within our community. Over the year we have served over 1000 clients from various parts of the world including Africa, the Caribbean, South Asia, Latin America and North America. This is an amazing accomplishment and we look forward to increasing this number over the next year as we introduce new programs and opportunities at the JCA.

*This report was received and placed on record as the Executive Director (Mr. Danny Anckle) had resigned and left the organization.*



## OFFICER'S REPORT

### 10. VICE PRESIDENT

I am very pleased to provide you with an overview of activities for the 2004/2005 fiscal year. As VP I have had great honour in representing the association at many levels. This included acting as chair for several committees that focused on fundraising, human resources, annual functions as well as overseeing the operation of the daily activities of the JCA. Once again we had a very successful year with such events as the Boonoonoonoos Brunch, and the Anniversary Independence celebrations.

This year we were able to increase the staffing level at JCA with the successful hiring of a fundraiser and a volunteer coordinator. With this move, we will no doubt see major growth within the organization in the years to come. The hiring committee was also instrumental in recruiting an executive director and a program director.

In late November we planned and executed a very successful board/senior staff retreat. This was an opportunity for the governance body of the organization along with senior staff and members to work together to conduct a SWOT (Strength, Weakness, Opportunities and Threats) analysis of the association in an effort to develop a strategic plan for the next 3 – 5 years. This event was extremely successful as we were able to produce a working document that can be used to develop a work plan towards the enhancement of the association's programs. We were also able to highlight the crucial need for a crosswalk or traffic light at 995 Arrow Road.

The president and I also met with Commissioner Justice LeSarge and presented our submission for the creation of a public complaints commission to deal with citizens' complaints against police. Justice LeSarge has since handed down his recommendations, which call for the creation of such a commission.

Following the release of the Justice LeSarge report, a letter was written to the Attorney General, urging him to act quickly and implement Justice LeSarge's recommendations.

Finally, as I approach the end of my term in office, I would like to take this opportunity to express my sincere gratitude to members for their support, especially those who served on the various committees that I had the privilege of chairing. Though I will not be seeking re-election, I will continue to be an active player in the association as the overall success of this outstanding organization is the responsibility of all members.

*It was moved by Ms. Mervis White seconded by Ms. Erma Collins:*

*THAT the foregoing report of the Vice President be adopted:  
Carried unanimously.*

### 11. PRESIDENT

We have come to the end of another year at the Jamaican Canadian Association and look forward to the beginning of another with great confidence. From the past year we are reminded of the persistent infinity of transformation. We are reminded too that transformation occurs for a reason. Some changes are more challenging than others; regardless of the outcome we have survived as an association and as a community. We are also reminded that we cannot prosper or even survive if we do not engage in a transformational process.

As you read the pages of this report, make note of the enormous amount of work that is being done at the association. The JCA is indeed a main source of support for our community. Over the past 42+ years, JCA has fulfilled its original mission to be the "voice" of people from the Caribbean. We have since opened our doors to advocate and be of service for all who "knock on our doors." JCA has demonstrated leadership in our community and has been proactive on issues that have a significant impact on the way we exist, issues such as policing and race relations. We at the JCA consistently engage in discussion and provide suggestions/recommendations in an effort to foster relationships between our community, community leaders, law enforcers and government representatives. Our efforts are being noticed and we are consistently invited to "the table" and will always ensure that our community is represented.

We have seen a significant growth in our scholarship program this year resulting in the presentation of 10 scholarships to students from our community. This is indeed a great achievement and should be celebrated.

Fundraising is a huge undertaking for all not-for-profit organizations. Here at the JCA acknowledge that full-time efforts need to be placed on developing and implementing a fundraising strategy.

These efforts are essential if we are to realize our dreams of becoming self-sufficient. In December, we were pleased to hire a full-time fundraiser, who along with the fundraising committee and other committees of the association, have begun the process of building the financial resources of the association.

It was the efforts of some forward thinking volunteers who gave 'birth' to the association. Volunteers continue to drive the work of the association. The need to coordinate, acknowledge and celebrate the enormous efforts of our volunteers became apparent, as such we responded by developing a staffing position that will coordinate our volunteer pool and provide educational opportunities for new and existing volunteers. A volunteer coordinator joined our staffing team in December.



To further enhance our staffing and leadership, in addition to the hiring of a new executive director, we created the position of a program director. Recognizing the fact that we needed. Recognizing the fact that we needed to engage in the process of succession planning, the program director position was created to not only refine the deliver of programs and services with the association, but to ensure he continuity of services. Over the next few years we will continue to focus on staff development and service refinement to ensure that the services of the association remain relevant.

I would like to thank everyone who stood with us, supported and encouraged us during our highs and our challenging moments. We sincerely thank our funders, donors and volunteers who so generously supported us in our work, and to the committed staff who work here at the JCA; and to the committed who have demonstrated their support for the work of the association and specifically he work conduced in the Caribbean Youth and Family Services, our Employment, New Immigrant and Education Services. Your achievements and contribution are essential the survival of the JCA. We have made great achievements over the past year, and most definitely over the past 42+ years. As we look ahead, we must envision our future with a sense of purpose and we must remain passionate and excited about the possibilities.

In the years ahead, we must continue progressing toward the full attainment of the goals we share for our association and the community. There are still higher peaks of excellence for us to climb, and much to be learned and achieved in making the ascent.

*It was moved that the foregoing report be placed on record, the President having resigned his position and left the association:*

*Carried unanimously.*

## 12. TREASURER:

The Treasurer presented the Financial Statements for the association for the period ending June 30, 2005, which are appended to these Minutes as Appendix "A".

*It was moved by Mr. Arnold Rowe, seconded by Ms. Bernice Bailey:*

*THAT the Treasurer's report be adopted:*

*Carried unanimously.*

## 13. AUDITOR'S REPORT

Attached

## 14. ELECTION OF OFFICERS:

The positions to be filled for the ensuing year are as follows:

- a. President
- b. Vice President
- c. Treasurer
- d. Chair, Membership Services Committee
- e. Chair, Public Relations Committee
- f. Chair, Women's Committee
- g. Chair Building Committee.

The Vice President, Mr. Herman Stewart, vacated the chair. Ms. Monica Mitchell, Chair of the Nominating Committee, assumed the chair for the election of officers.

At the conclusion of the elections the following were elected.

- |    |                                       |                             |
|----|---------------------------------------|-----------------------------|
| 1) | President                             | Ms. Sandra Carnegie Douglas |
| 2) | Vice President                        | Ms. Barbara Thomas          |
| 3) | Treasurer                             | Ms. Cyndi Anderson          |
| 4) | Chair, Membership Services Committee, | Mr. Anton Squire            |
| 5) | Chair, Public Relations Committee,    | Mr. Leo Campbell            |
| 6) | Chair, Women's Committee              | Ms. Camille Hannays-King    |
| 7) | Chair, Building Committee             | Mr. Leon Sutherland.        |

## 15. ELECTION OF BOARD OF TRUSTEES

The following members of the Board of Trustees were re-elected en bloc. to 1 and 2 year terms to be decided by the board at its 1<sup>st</sup> meeting in the ensuing year:

16. NEW BUSINESS

*It was moved by Mr. Alton Telfer, seconded by Ms. Edna Smith Bowes:*

*THAT in the future the Annual General Meetings of the association be held on the last Sunday in May, as was the case previously, and that this matter be discussed at the Quarterly Membership meeting to be held in August, 2005.*

*Carried unanimously.*

17. STANDING COMMITTEE REPORTS

During the counting of the ballots during the election process, committee chairs, and chairs of ad-hoc committees presented brief highlights from their reports with respect to their activities during the past year (See Annual Report Book 2004 – 2005), all of which were noted.

18. ADJOURNMENT:

On a motion duly moved and seconded, the meeting adjourned at the hour of 6.05 p.m.

APPROVED:

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HERMAN STEWART  
Vice President.

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RECORDING SECRETARY  
Hector Gray.